

Youth Ministry Summer Intern

Sample Job Description & Application

Position Overview

Job Title

[Church Name] Youth Ministry Summer Intern

Program Duration & Commitment

- **Duration:** [X] weeks from [Start Date] to [End Date]
- **Hours:** [20-40] hours per week / [Part-time/Full-time]
- **Reporting:** Reports to [Youth Pastor/Student Ministry Director]

Mission Alignment

[Customize this section with your organization's specific mission and vision for youth ministry]

Example: To assist the Student Ministry with shepherding and discipling middle and high school students through relational, means-of-grace ministry, in fulfillment of [Church Name]'s mission to [specific mission statement].

Primary Responsibilities

1. Student Ministry & Discipleship ([X] hours/week)

- Actively participate in coordinating youth programs ([list specific programs])
- Prepare and deliver biblical teaching (devotionals, small groups, Sunday school)
- Pursue students through contact work and relationship building

2. Events & Trips ([X] hours/week or [X] days/summer)

- Fully participate in [specific trip(s)] as a leader, including preparations leading up to the trip
- Help plan and execute special events throughout the summer

3. Administrative Support ([X] hours/week)

- Attend weekly staff meetings and training sessions
- Provide administrative assistance and logistical support (scheduling, communication, social media)
- Prepare materials for Bible studies and youth activities
- Read assigned training materials

4. Spiritual Engagement ([X] hours/week)

- Participate in weekly worship services
- Maintain active personal devotional life

5. Special Projects ([X] hours/week)

- Work on special projects of personal or practical interest to the ministry
 - [Specific project examples based on your ministry needs]
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Qualifications & Requirements

Essential Qualifications

- **Faith:** Growing, passionate faith in Jesus Christ and consistent participation in local church ministry
- **Education:** Completion of at least one year of college
- **Experience:** Some volunteer experience in student ministry or working with youth
- **Age:** Must be at least 18 years of age

Doctrinal Requirements

- Agreement with [Your denomination's confession/statement of faith]
- Subscription to [Church Name]'s core values and mission statement

Character & Skill Requirements

- Demonstrates mercy, leadership, and shepherding qualities
- Strong relational skills and genuine love for students
- Self-starter with strong work ethic and personal integrity
- Team player with humble, teachable spirit
- Ability to maintain professional Christian atmosphere

Background & Safety Requirements

- Successful completion of criminal background check
 - Completion of [Child Safe Program/Ministry Safe] training
 - Agreement to [Church's] Child Protection Policy
 - Commitment to remain above reproach in all interactions
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Compensation & Benefits

Financial

- **Stipend:** \$[Amount] for the summer
- **Ministry Expenses:** \$[Amount] budget for contact work and other expenses
- **Trip Participation:** Cost of summer trips included (if applicable)

Housing & Support

- [Host family arrangements available for out-of-town interns / Housing stipend provided / etc.]
 - [Specific mentorship program or ministry training and development opportunities]
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Application Requirements

Required Documents

1. **Resumé** - Include contact information, employment history, education, skills, and gifts
2. **Completed Application** (see below)
3. **Letters of Recommendation** (2 required):
 - One from a pastor or church/ministry leader
 - One from a non-family member (employer, mentor, professor, peer)

Application Deadline

All materials must be submitted by **[Date]** to:

[Contact Person Name, Title]

Email: [email@organization.org]

Mailing Address:

[Organization Name]

[Address]

[City, State ZIP]

Sample Summer Intern Application Form

Personal Information

Name: _____ Phone: _____

Permanent Address: _____

Email: _____

Will you have access to a car this summer? (Y/N)

Church Background

Home Church: _____ Are you a member? (Y/N)

Years Attended: _____

Current Church (if different): _____ Are you a member? (Y/N)

Years Attended: _____

Ministry Experience (include volunteer experience)

Church/Organization: _____ Dates: _____

Position/Responsibilities: _____

Reason for Leaving: _____

Supervisor Name/Title/Contact: _____

Church/Organization: _____ Dates: _____

Position/Responsibilities: _____

Reason for Leaving: _____

Supervisor Name/Title/Contact: _____

(use reverse side if more)

Essay Questions

Please provide thoughtful responses on separate pages

Spiritual Life & Calling

1. **Personal Testimony:** Share your testimony of how you came to faith in Jesus.
2. **Gospel Understanding:** How would you define the Gospel in your own words?
3. **Spiritual Disciplines:** Describe the role that Scripture, church, and your relationship with Jesus play in your daily or weekly life.

Ministry & Experience

4. **Ministry Philosophy:** What is your philosophy of ministry? How would you go about ministering to students?
5. **Student Experience:** Share a meaningful experience you've had working with middle or high school students, or one that you had as a student.
6. **Gifts & Abilities:** What gifts/abilities do you have that would enable you to minister to students?

Personal & Professional Development

7. **Project Management:** Describe a project or event you helped organize. What were the most/least enjoyable parts? What did you learn?
8. **Goals & Expectations:** How does this position fit into your short and long-term goals? What do you hope to gain from this experience?
9. **Self-Assessment:** What do you see as two of your strengths and two of your weaknesses? How would they assist or challenge you as an intern?

Practical Considerations

10. **Availability:** Will you be able to fully commit to the internship period? List any dates you would need to be away.
11. **Personal Interest:** How did you hear about this internship? Why are you applying?
12. **Additional Information:** What else would be helpful for us to know about you?